

SRI GURU GOBIND SINGH COLLEGE OF COMMERCE
PITAM PURA, NEW DELHI-110034



TENDER DOCUMENT FOR SUPPLY & INSTALLATION OF DESKTOP/ AIO COMPUTERS WITH M.S. OFFICE

Tele No.: 011-20871260

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Website : www.sggscscc.ac.in

NOTICE INVITING TENDER

Sri Guru Gobind Singh College of Commerce invites online bids under two bids system for purchase of **100 Desktop/AIO Computer and M.S. Office** from eligible and qualified Original Equipment Manufacture / Authorized Distributors / Authorized Dealers for the Supply & Installation at site for the Desktop/ AIO Computers and M.S. Office.

The details of tender documents with complete terms and conditions are available on Sri Guru Gobind Singh College of Commerce (University of Delhi), Website: www.sggsc.ac.in as well as on the CPPP website <https://eprocure.gov.in/eprocure/app> may be read out carefully before applying the same. Downloaded tender shall accompany a DD of Rs. 1500/- drawn in favour of **The Principal, Sri Guru Gobind Singh College of Commerce, (University of Delhi), Pitampura, New Delhi** as cost of tender (Non-refundable). The hard copy of the same along with cost of tender document and EMD may also be submitted in Admin Section of Sri Guru Gobind Singh College of Commerce before closing the date.
Tender ID : 2025_DU_871698_1

Sd/-

(Dr. Jatinder Bir Singh)
Principal

CRITICAL DATE SHEET

Published Date	02.08.2025
Bid Document Download	02.08.2025
Bid Submission Start Date	02.08.2025
Bid Submission End Date	13.08.2025
Technical Bid Opening Date	14.08.2025
Financial Bid Opening Date	Date will be published later on website

1. **Bid Submission:** Bids shall be submitted online at CPPP website <https://eprocure.gov.in/eprocure/app>
2. Not more than one tender shall be submitted by one supplier having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e., when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
3. Tenderer who can downloaded the tender from the college website **shall not tamper/modify the tender form including downloaded price bid template in any manner**. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be black listed from doing business with the Sri Guru Gobind Singh College of Commerce / University of Delhi.
4. Intending tenderers are advised to keep checking the college website www.sggsec.ac.in and CPPP website regularly till closing date of submission of tender for any corrigendum/ amendment.
5. **Bid Security/EMD Payment:**
 - I. Earnest Money Deposit of Rs. 02 lakhs only (Two Lakhs only) in the form of Demand Draft in favour of **The Principal, Sri Guru Gobind Singh College of Commerce, (University of Delhi) Pitampura, New Delhi**. EMD of unsuccessful bidders will be returned to them after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.
 - II. The cost of tender is Rs. 1500/- only (Rupees One Thousand and Five Hundred only) (non-refundable) be deposited in the form of Demand Draft in favour of **The Principal, Sri Guru Gobind Singh College of Commerce, (University of Delhi), Pitampura, New Delhi**.
 - III. EMD and tender Fee submission is exempted for the bidders those having valid registration under Udyog Aadhaar, Single Point Registration Scheme of NSIC and all micro and small enterprises registered with Director of Industries from DIC for the Desktop Computers for which this is tender issued. To support this, the self-certified scan copy of such valid registration/ exemption certificate is to be attached with technical bid.
 - IV. The Purchaser shall not be liable for payment of any interest on EMD.
 - V. Any request by the bidders to consider their EMD already furnished by them to any of the other office of the purchaser, for any other contract/ tender will not be considered as EMD for this tender.

6. Submission of Tender:

- i. Technical Bid shall be submitted online and offline mode.

Technical Bid:

The following documents are to be furnished by the Contractor along with **Technical Bid** as per the tender document:

- i) Basic details of the firm including PAN.
- ii) Signed and scanned copy of proof for payment of **Earnest Money Deposit**.
- iii) **Signed and Scanned copy Certificates like Company, Registration certificate, PAN No., GST No. and Company Authorization MOU/Letter**
- iv) Signed and Scanned Copy of **Tender Acceptance Letter & Letter of authorization to submit bid**.
- v) Proof of Annual Turn-over and ITR of last three years and venders should have minimum One crore turnover in the similar projects any one the last three years.
- vi) An undertaking (self-certificate) that the **agency hasn't been blacklisted by** a Central / State/UT Government institution and there has been no litigation with any government department on account of IT services.

7. Bids (Technical) will be opened as per date/time as mentioned in the Tender Critical Date Sheet. After online opening of Technical-Bid the results of their qualification as well as Financial-Bid opening date will be published on college website.

8. Warranty

- a) The bidder shall offer on-site comprehensive warranty of all-in-one/Desktop Computers for **Five years** from the date of successful installation of all-in-one/Desktop Computers at the designated location & shall cover each and every part of the all-in-one/Desktop Computers including parts having limited life etc. The purchaser is not liable to pay any extra charges on any account during warranty period.
- b) The bidder shall pay to the purchaser such compensations that may arise by reasons of the warranty therein contained but not attended by the bidder.
- c) Any part of parts fails or proved defective within the on-site warranty period specified above, owing to defect in design, material or workmanship, the bidder shall have to replace them at the place of installation without asking for any charges.
- d) During the warranty period, expert(s) shall be deputed at site by the bidder within three working days from the date of request from purchaser, to rectify and fixing the defects of all-in-one/Desktop Computers at the location where all-in-one/Desktop Computer(s) supplied. The cost of deputation of expert(s) and any other associated expenditure shall be borne by the bidder.

9. Changes / Amendments:

The SGGSCC shall have the right at any time, by written notice, in the form of an amendment order, to make any changes it deems necessary, including, but not limited to, changes in specifications, design, delivery, testing methods, packing or destination. If any such required changes cause an increase or decrease in the cost of or the time required for performance, an equitable adjustment shall be made in the contract price or delivery schedule, or both. Any claim by the Vendor for adjustment under this clause shall be deemed waived unless asserted in writing within ten (10) days from receipt by the Vendor of notice of change (amendment order). Price increase, extension of time for delivery and change in quantity shall not be binding on the SGGSCC unless sufficiently justified by vendor and accepted by the SGGSCC in a form of amendment/ Change Order issued and signed by the College.

10. Terms of Payment and Conditions:

100% of the payment shall be released upon successful commissioning of the equipment/ item and on production of the documents showing takeover and acceptance of the equipment/item by the consignee, after ensuring that already furnished Performance Security is valid for a period of 60 days beyond the date of completion of all contractual obligations of the bidder / supplier including comprehensive maintenance warranty obligations.

11. Performance Security:

On receipt of notification of award from the college, the successful Bidder shall furnish the performance security at 5% of the cost of the material ordered in the form of DD in favor of **The Principal, Sri Guru Gobind Singh College of Commerce, (University of Delhi), Pitampura, New Delhi** or in the form of Bank Guarantee or in another form acceptable to the College. Failure of the successful bidder shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the college may make the award to the next lowest evaluated bidder or call for new bids. Performance Security should be valid upto two months beyond the expiry date of warranty obligation.

12. Consumables/spares: All hardware & software including windows, drivers, device interface cards/network adaptor card must be pre-installed & pre-configured in the computers.

Desktop PC Technical Specification

Specification	Parameters	Requirements
Motherboard	Chipset Series	Intel Q Series or higher
	Chipset Number	Intel Q670 or higher
Processor	Processor Make	Intel
	Processor Generation	13th Generation or higher
	Number of Cores per Processor	14 Cores, 2.5 Ghz Base frequency, 20 threads or higher
	Caches	24 MB L3 Cache or higher
	Processor Description	Intel Core i5 or higher
	Processor Number	Intel Core i5-13500 or higher
Graphics	Out of band Management	Intel Vpro essentials
	Graphics Type	Dedicated/ discrete
	Graphics memory	NVIDIA T400 4 GB Graphics or higher
Operating System	Operating System (Factory Pre-Loaded)	Windows 11 Professional
Storage	RAM Size (GB)	16 GB or higher
	RAM speed	DDR5 4400 Mhz or higher
	RAM Expandability up to (using spare DIMM Slots in GB)	64 GB Expandability
	Type of Drives used to populate the Internal Bays	SSD
	Total SSD Capacity (GB)	512 GB SSD drive or higher
Display	Display Size (INCHES)	23.8 inches
	Display Type	Non-Touch
	Panel Technology	IPS/TN
	Display Resolution (PIXELS)	1920x1080
Connectivity	Wireless Connectivity	Yes
	Bluetooth Connectivity	Yes
Input Devices	Mouse	Wired Mouse
	Keyboard Connectivity	Wired Keyboard
	Type of Keyboard	Standard USB devices
Audio	Type-A SuperSpeed USB 5Gbps signaling rate port	3 (rear)
	Type-A SuperSpeed USB 10Gbps signaling rate port	3 (rear)
	Type-A Hi-Speed USB 480Mbps signaling rate port	2 (rear)
	Type-C SuperSpeed USB 10Gbps signaling rate port	1 (front)
	Video	1 Display Port, 1 HDMI port
	Audio	1 Universal 3.5mm headphone/
	Network Interface	1 RJ45
Warranty	On Site OEM Warranty (Year)	5 Years

All-in-One PC Technical Specification

Specification	Parameter	Requirements
Motherboard	Chipset Series	Intel Q Series or higher
	Chipset Number	Intel Q670 or higher
Processor	Processor Make	Intel
	Processor Generation	13th Generation or higher
	Number of Cores per Processor	14 Cores, 2.5 Ghz Base frequency, 20 threads or higher
	Caches	24 MB L3 Cache or higher
	Processor Description	Intel Core i5 or higher
	Processor Number	Intel Core i5-13500 or higher
Graphics	Out of band Management	Intel Vpro essentials
	Graphics Type	Integrated
Operating System	Operating System (Factory Pre-Loaded)	Windows 11 Professional
Storage	RAM Size (GB)	16 GB or higher
	RAM speed	DDR5 4400 Mhz or higher
	RAM Expandability up to (using spare DIMM Slots in GB)	64 GB Expandability
	Type of Drives used to populate the Internal Bays	SSD
	Total SSD Capacity (GB)	512 GB SSD drive or higher
Display	Display Size (INCHES)	23.8 inches
	Display Type	Non-Touch
	Panel Technology	IPS/TN
	Display Resolution (PIXELS)	1920x1080
Webcam	Integrated Webcam	Integrated 5MP webcam with background light correction and AI based noise cancellation
Connectivity	Wireless Connectivity	Yes
	Bluetooth Connectivity	Yes
Input Devices	Mouse	Wired Mouse
	Keyboard Connectivity	Wired Keyboard
	Type of Keyboard	Standard USB devices
Ports	Type-A SuperSpeed USB 5Gbps signaling rate port	2
	Type-A SuperSpeed USB 10Gbps signaling rate port	3
	Type-C SuperSpeed USB 10Gbps signaling rate port	1 (front)
	Video	1 Display Port, 1 HDMI port
	Audio	1 Universal 3.5mm headphone/
	Network Interface	1 RJ45
Warranty	On Site OEM Warranty (Year)	5 Years

Microsoft Office LTSC Professional Plus 2024 (Academic Version)

Specification	Parameter	Requirement
Microsoft Office	Microsoft Office LTSC Professional Plus 2024 (Academic Version) perpetual license	Single Activation Key for 100 PCs

TERMS AND CONDITIONS

1. Only Authorized Vendors can participate.
2. Substandard material will not be accepted and must be removed by the supplier at their own cost.
3. Payment will be made through RTGS/NEFT/Bank Transfer only after installation of the computers.
4. TDS will be deducted as per rules.
5. In case of award of order, all-in-one/Desktop Computers must be delivered at the college within 20 days; otherwise, the order shall stand cancelled.
6. Certificate of incorporation/registration of the company/firm under the relevant law must be provided.
7. **EMD amounting to Rs. 2,00,000.00 (Rupees Two Lakhs Only) by way of Demand Draft of any Scheduled Bank in favour of "The Principal, Sri Guru Gobind Singh College of Commerce", payable at New Delhi. The EMD for unsuccessful bidders will be refunded without interest.**
8. Copies of PAN Card, VAT/Sales Tax Registration Certificate, and Service Tax certificate are required.
9. **Technical and financial bids should be provided as two separate documents. The financial bid of only those vendors who qualify technically will be opened online on the CPP Portal.**
10. Technical Bid should be submitted both online and offline.
11. SGGSCC may, at its discretion, extend the deadline for bid submission by amending the Tender Documents. All rights and obligations of the Purchaser and Bidders will be subject to the extended deadline. Prospective bidders are advised to stay updated via the website.
12. SGGSCC will not consider any bid that arrives after the submission deadline. Such bids will be declared late, rejected, and returned unopened.
13. The tender shall be valid for 90 days from the date of opening of the Technical Bid. Terms and financial details in the bid shall remain firm for this period.
14. In exceptional circumstances, prior to the expiry of the bid validity period, the Purchaser may request bidders to extend the validity of their bids. The request and responses shall be in writing.
15. If any bidder withdraws their tender within 90 days of opening the technical bid or modifies the terms and conditions, the Purchaser may forfeit the EMD without prejudice to other rights.
16. EMD will also be forfeited in the following cases:
 - a. If the bidder fails to accept the order based on their offer within the prescribed time.
 - b. If the bidder fails to supply the Desktop Computers with required specifications.
 - c. If the bidder delays supply, disrupting the project.
 - d. If the bidder withdraws after order acceptance or fails to deliver on time.
 - e. If false/misleading/fabricated/invalid information or documents are submitted.
17. The bidder shall pack the Desktop Computers adequately to prevent damage during transit. Damaged packaging will not be accepted.
18. Desktop Computers must be securely packed to prevent mechanical damage or moisture during storage or transport. The bidder is responsible for any loss/damage during transit.
19. The bidder must specify the supply period. Delays beyond the delivery period will attract a penalty of 1% per week, up to a maximum of 4 weeks. After that, the order will be cancelled, EMD forfeited, and the bidder debarred from future tenders.
20. The successful bidder must acknowledge order acceptance within one week of communication and must supply within the agreed timeline.
21. If supplied specifications are lower than agreed, the Purchaser can reject the delivery and claim compensation. Compensation must be paid within 15 days of written demand. Losses due to defective packing/wrong labeling must also be compensated.
22. The bidder must remove rejected Desktop Computers from SGGSCC premises at their own cost.
23. The college reserves the right to accept or reject the tender in part or full without assigning any reason.
24. Prices must be quoted in Indian Rupees only.
25. The total price must cover all requirements as per technical specifications and include all taxes, duties, insurance, freight, packing, forwarding, and incidental charges.
26. For any suggestions/observations regarding the tender, email: soadmin@sggscscc.du.ac.in
27. For technical query contact no. 9718555460
28. Any additions/deletions to the Tender will be displayed as a corrigendum on the college website.

Additional Terms and Conditions (ATC)		
1	Operating System	Microsoft Windows 11 Professional with OEM Recovery DVD or option of Cloud Recovery
2	OEM LOGO	Motherboard, keyboard and Mouse must be from the same OEM as the Computer and OEM logo /trademark embossed on them; no sticker allowed.
3	Wi-Fi Availability	System supplied shall have inbuilt Wi-Fi feature, external dongle /USB are not allowed.
4	System Diagnostics	OEM must have online system hardware diagnostics facility or BIOS based hardware diagnostics facility. OEM must have the facility to download the updates of preinstalled Software, device drivers and firmware from its website.
5	Recovery Media	OEM must support recovery media creation through its website to re install the operating system when required and bring the computer back to its original factory condition as configured by the OEM.
6	Certification Bidder is required to submit the following certificates:	a). Valid ISO 9001, 14001, 20001,27001 Certificates.
		b). Data Sheet of the quoted product.
		c). RoHS Compliance, Energy star, UL, CE, FCC, TCO certificate
		d). The confirmation from OEM for Factory preloaded Windows operating system need to be submitted along with Bid. Windows Key should be digitally embedded in the BIOS of the machine.
		e). The Certificate for MIL STD 810 H from OEM needs to be submitted along with the Bid document.
7	OEM Authorization	The ink signed bid specific MAF from OEM needs to be submitted along with the bid documents. The Bid specific MAF from MICROSOFT needs to be submitted along with bid .
		Technical Documents including Technical Compliance, Warranty declaration letter needs to be submitted on OEM letterhead duly signed and stamped by the authorized signatory
8	OEM Declaration	OEM shall submit the specific Local content declaration on its letterhead with the details of authorized signatory
9	Pre boot	Built-in- Preboot system hardware diagnostics Utility must be available from OEM.
10	OEM configuration	Offered product shall be verified for its genuiness from OEM website through Serial number validation and should be manufactured post the date of release of Purchase Order to the L1 bidder.
11	OEM configuration	Offered product shall be verified for its genuiness from OEM website through Serial number validation and should be manufactured post the date of release of Purchase Order to the L1 bidder.



Basic Details

Organisation Chain	Delhi University Sri Guru Gobind Singh College of Commerce - DU Department of Building Maintenance-SGGSCC-DU		
Tender Reference Number	SGGSCC/Admin/Tender/6767		
Tender ID	2025_DU_871698_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Supply
Tender Category	Goods	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	Demand Draft

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Technical Bid Documents
2	Finance	.xls	Financial Bid

Tender Fee Details, [Total Fee in ₹ * - 1,500]

Tender Fee in ₹	1,500		
Fee Payable To	Principal Sri Guru Gobind Singh College of Commerc	Fee Payable At	Delhi
Tender Fee Exemption Allowed	Yes		

EMD Fee Details

EMD Amount in ₹	2,00,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Principal Sri Guru Gobind Singh College of Commerc	EMD Payable At	Delhi

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Work /Item(s)

Title	Supply and Installation of Desktop /AIO Computer with MS Office				
Work Description	Supply and Installation of Desktop /AIO Computer with MS Office				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	1,00,00,000	Product Category	Computer-H/W	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	NA
Location	Sri Guru Gobind Singh College of Commerce	Pincode	110034	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Principal Office
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	02-Aug-2025 02:00 PM	Bid Opening Date	14-Aug-2025 12:00 PM
Document Download / Sale Start Date	02-Aug-2025 02:00 PM	Document Download / Sale End Date	13-Aug-2025 12:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	02-Aug-2025 02:00 PM	Bid Submission End Date	13-Aug-2025 12:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	Notice Invitng Tender Document	901.54	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_916327.xls	Financial Bid	235.50

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	baldevsggsgcc@gov.in	Baldev Singh	BALDEV SINGH
2.	harpreetsggsgcc@gov.in	Harpreet Singh	HARPREET SINGH
3.	harpreetsinghsggsgcc@gov.in	Harpreet Singh	HARPREET SINGH

GeMARPTS Details

GeMARPTS ID	C700SXND87GI
Description	GARPTS
Report Initiated On	02-Aug-2025
Valid Until	01-Sep-2025

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	Normal	BoQ Compartive chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority

Name	Principal
Address	Sri Guru Gobind Singh College of Commerce, Pitampura, Delhi, 110034

Tender Creator Details

Created By	Harpreet Singh
Designation	Professor
Created Date	02-Aug-2025 09:37 AM